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18 December 1959  
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 REV CLASS REV COORD. HUTH: MH 78-3

TO : Director of Training  
 FROM : Chairman, Committee for Language Development  
 SUBJECT: Minutes of Language Committee Meeting

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[REDACTED]

2. The Committee met to consider adjustments in the Language Development Program. It appears to be necessitated by reductions in FY 1960 budget and the planned step-up in Language Proficiency Testing. Information, provided to the members in advance, consisted of notes on our present language awards budget position and a table of total awards outlays since the beginning of the Program, broken down by types of awards. (See agenda and table of awards.)

3. The Committee agreed upon using the dollar amounts shown in the table as a basis for dollar decisions on the assumption that, even though the testing rate doubled, the number of awardable cases would not double the \$217,000 expended in FY 1959.

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4. [REDACTED] asked where the direction to cut costs came from and raised the question of whether it was proper to try to keep the Language Development Program under a rigid dollar ceiling. He proposed that the Committee consider making only those proposals for cuts which would tighten up the Program for the good of the Agency, and that facts be marshalled and that a plea be made for extra funds, if necessary, to continue the Program. The Committee agreed that this was desirable.

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5. [REDACTED] pointed out that this direction had come to him from the DTR and assured [REDACTED] that the study of Agency's language requirements now under way was aimed at precisely the goal Mr. [REDACTED] had suggested, namely, the reorientation of the Program to serve better the Agency's needs. However, it was not possible to stay within the present budget on this basis. It would therefore be necessary to suggest those cuts which would do the most good in case it became necessary to live within the present budget limitation. These suggestions would most likely be subject to Career Council action and this could lead to a consideration of the merits of the proposed cuts.

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6. The Committee then agreed to consider possible cuts which would be coupled with a statement of the Committee's reluctance to make immediate cuts

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in the Program for FY 1960, and its desire to undertake revision of the Program only after a searching analysis of the Agency's language requirements and assets.

7. [REDACTED] suggested that the Committee consider the elimination of writing as an awardable category of specialized proficiency. The Committee unanimously agreed to the proposal which would mean only about a 3½% saving (\$10,000).

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8. The suggestion was made by [REDACTED] that the Committee consider eliminating French, German, Italian, and Spanish from the awardable list at the same time the ten additional languages previously agreed upon were added. The Committee was extremely reluctant to make such a drastic move.

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9. Agreement was obtained on the elimination of the above four languages at all levels except at intermediate and high comprehensive - but only as a recommendation to the DDS for Career Council action.

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10. [REDACTED] suggested that the Committee consider a revision of the Table of Awards which would regularize the relationships between the amounts of awards in various categories and which would effect considerable savings, particularly in Maintenance Awards. The Committee directed [REDACTED] to draw up a proposed change for later consideration. That proposal is attached.

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